

Library board of Trustees
Shrewsbury Public Library
September 27,2005

Chairman George Strom called the September 27th meeting of the Shrewsbury Public Library Board of Trustees to order ay 7:00pm.

Trustees Present: Joan Barry
Barbara Carpenter
Carol Cullen
Carl Larson
Rosemary Rennie
Fran Whitney

Trustees Absent: Alice Canty
Kevin McKenna

Ellen Dolan, Library director attended

Approval of Minutes: Motion to approve minutes of the June 28th meeting and the September 6th special meeting- Rosemary Rennie
Second- Carol Cullen
All in favor

Approval of Director's Report Motion to approve director's report- Carol Cullen
Second- Rosemary Rennie
All in favor

Budget & Finance: Ellen reported that she had communication from the town Manager that press reports of "additional state aid" for the town had just brought us up to what we had received in pervious years.

FY2006 budget is right on target.

Sunday Hours will be fully funded through Memorial Day.

FY2007 Budget Plans: Ellen stated that she would like base the Budget Plan on the updated Action Plan based on the Long Range Plan. Motion to accept FY2007 Action Plan- Barbara Carpenter
Second- Fran Whitney

All in favor

Building Project Planning: Ellen reported that there was no change in the Design budget. She has sent Thank You and notification of grant notes to town officials and the Historic District commission. A gift for the Sinclair road Block Party in the amount of \$193 was received for our Library Renovation.

Ted & Maureen Coghlin sent letters to neighbors who were not able to attend open house.

Jim Dupont of the Shrewsbury Credit Union expressed reluctance to have a stairway from their parking lot to the Library Parking. They will entertain a first refusal on property in the future.

Mass Historic commission reviewed the proposed building and found “ no adverse effect”.

Ellen has suggested that at the Special Town Meeting on October 11th we thank the voters for their support for our grant application and notify them of our successful application. Mr. Strom was reluctant to do this in case the articles for the fire Department became negative. Ellen will be prepared to say something if necessary.

Fundraising Committee: Motion to accept the list of volunteers for the fundraising committee for building- Carol Cullen

Second-Rosemary Rennie

All in Favor

Building & Grounds: Skinner’s appraised the nine old framed prints in the basement and reported that they have no value.

Elevator Inspection: Ellen reported that the elevator did not pass inspection. Seven areas are minor. Ellen is working with Bay State elevator and the Building Inspector to resolve the one other major issue.

The assistant Building Inspector visited and resolved an issue with emergency lights.

Church/Library Parking: the Library will provide signs to the Church that will be used when an event is occurring at the church to direct parking to other areas.

Technology: Wireless Internet access has been initiated.

Motion to purchase MP# player or similar device for staff training on OverDrive- Fran Whitney

Second- Carol Cullen

All in favor

Legislative: MBLC FY2006 budget accounts have been increased. The authority will grant 65 waivers this year.

Policy: Internet Access Policy and Safety Policy Motion to accept the amended Internet Policy- Carol Cullen

Second- Fran Whitney

All in favor

Library Card Policy: Motion to amend Library Card Policy to allow for check out of materials –limited- without card- Carol Cullen.

Second- Joan Barry

All in favor.

Patron objected to residency requirement to borrow Museum passes since they own property in Town, but do not reside in town. Board decided to leave policy as is.

Gifts & Grants: Motion to use monies for Borgatti Trust for Lease of Audio books for Fy2006- Carol Cullen

Second- Fran Whitney

All in favor

Personnel: Ellen introduced the New head of Tech Services- Jane Cain and our New PAT6 circulation Aid- Brenda Zaleski.

Ellen reported on a letter she had received praising our summer Activities.

Tuition Reimbursement: Ellen stated that she and tow staff members were not aware that the reimbursement had been taken out of the budget for this year. She is requesting a one-time reimbursement for the two staff members of \$1500.00 each.

Motion to reimburse staff members out of State Aid account-Carol Cullen

Second- Carl Larson

All in favor

Customer Service workshop- Ellen request funding to have dinner catered for staff on Thursday, October 27th for the workshop.

Motion to authorize Ellen to provide dinner for staff for workshop-

Joan Barry

Second- Carl Larson

All in favor

Friends: The Friends are planning a Holiday activity with paper crane decorations and other entertainment.

The friends funded door prizes for Spirit of Shrewsbury Open House.

Programs and Services: SELCO classes are helping with public computer classes.

Visitors from Shrewsbury England will present programs between 9//29-10/06.

Hurricane Relief Amnesty: The MLA is sponsoring a donation in lieu of fines for hurricane relief. Motion to approve donation in lieu of fines from October 24th to 30th –Barbara Carpenter

Second- Fran Whitney

All in favor

Professional Field Experience: A Staff member will be doing a field project for class credit studying our video collection.

Ellen showed the Board the new SPLAT logo t-shirts for Young Adults

Newsletter: Ellen presented the information she had gathered to improve our costs for Newsletter production.

Miscellaneous: The Library Website was once again the top hit on Internet.

Ellen will coordinate our holiday hours-day before- Christmas with Town offices.

Motion to adjourn- Carol Cullen

Second- Rosemary Rennie

All in favor

Meeting adjourned 8:25pm

Submitted by Barbara Carpenter